

Submission of Electronic Contract Data for Cloud Computing Storefront

Software as a Service

Oct 1, 2009

General: MAS 70 contractors who currently offer software as a services under their contract must identify these products in their electronic catalog file using the same method employed for submitting MAS 70 contract data for posting on GSA Advantage! (i.e. GSA's Schedule Input Program (SIP) software, EDI, or third party).

How SaaS products are identified: You will need to resubmit your electronic catalog file in order to distinguish SaaS products under your MAS contract. SaaS products should be identified (and are classified) by entering one of the Cloud Category Codes listed below, in the "Contractor (Vendor) Part Number" field for each product. Format the code exactly as shown in the table below. For example: BA08

If you currently have a text file only: You must submit a new electronic file with SaaS product records indented as described above in order for them to appear in the GSA Cloud Store.

If using SIP input software (to flag existing product records as SaaS):

- Step 1: open the program then click on File|Open|Products (or click on the Products icon).
- Step 2: locate a SaaS product using either the browse window or search. Click edit. Clear out any existing data in the Contractor Part Number field and enter the Cloud Category Code that is the best category for that product. Do not include any other data in this field, just the code. If your product falls under more than one category you may enter up to three codes separated by commas. Note: if you need to provide a contractor part number for this product, please include in the product description field for these SaaS products.
- Step 3 – click "Save" then repeat steps one and two above for each SaaS product.
- Step 4 – create and send catalog file to GSA.

If using SIP import software (to flag existing product records as SaaS):

- Step 1: for each SaaS product, include the applicable Cloud Category Code in the Contractor Part Number field (VENDPART) of the IPROD table. If your product falls under more than one category you may enter up to three codes separated by commas (place in VENDPART). Note: if you need to provide a contractor part number for this product, please include in the product description field for these SaaS products.
- Step 2: import file to SIP then create and send catalog file to GSA.

If using EDI:

- Submit normal 832 catalog record for each product/CLIN. Include the Cloud Category Code in the VP qualifier in the LIN segment (Vendor part number).

Submit detailed product descriptions: In order to increase the ability for customers to find your products (and potentially increase sales), it is highly recommended that you provide detailed product descriptions that include terms that a customer would likely use when searching for your product. If you currently have a brief description on your products please expand these descriptions and resubmit your file. Please be sure to provide enough information that differentiates similar products. Short descriptions have a reduced chance of being found through a search query. Also, ensure that your product names are easy to identify and understand. Do not use part or model numbers only in this field. The search engine places significant weight on product name matches to keywords entered by a customer. You may also include a product level URL that links to your website. This link can be to a photo, spec, or more details for a product.

Cloud Computing Categories:

Category Code	Cloud Category Name
	<i>Productivity software – in the cloud</i>
PA01	Brainstorming/mind mapping
PA02	Collaboration, meetings, conferencing
PA03	Document and content management
PA04	Office tools and suites
PA05	Project management, scheduling
PA06	Text editing
PA07	Workflow
	<i>Business Operations – in the cloud</i>
BA01	Analytics
BA02	Asset management
BA03	Business intelligence
BA04	Business management
BA05	Business processes
BA06	Communications
BA07	Configuration management
BA08	CRM
BA09	Dashboard
BA10	Data management
BA11	Design
BA12	EDI/XML translation
BA13	Educational and training
BA14	Electronic commerce & auction tools
BA15	Engineering
BA16	ERP
BA17	Financial
BA18	Geographic info
BA19	Knowledge management
BA20	Medical
BA21	Media
BA22	Network applications
BA23	Operating Systems
BA24	PR and marketing
BA25	Publishing
BA26	Simulation
BA27	Sourcing and auctions
BA28	Surveys
BA29	Tracking and monitoring tools
BA30	Travel
BA31	Utilities

BA32
BA33

Security
Testing